

S E C R E T

11 August 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM: Daniel C. King
Director of LogisticsSUBJECT: Report of Significant Logistics Activities for
Period Ending 11 August 1983 []

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1. Progress Report on Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period. []

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2. Items or Events of Major Interest that have Occurred During the Preceding Week:

a. Wastewater Discharge: On 4 August, representatives of the Fairfax County Wastewater Pollution Control Laboratory, and the DDA Safety Staff toured P&PD's photographic film processing facilities. The tour was part of an evaluation of the Headquarters compound usage of the County's sewer system. An evaluation was conducted to facilitate the establishment of a new sewer usage permit system in which all government, business, and industrial users of the system will participate. Initial indications are that P&PD's effluent does not pose any significant problem; however, a memorandum detailing the chemical contents of the Division's wastewater discharge has been submitted to the Chief, Safety Staff, DA. []

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b. Redecorating in DCI's Office: Orders have been placed for both the draperies and furniture reupholstery fabric for the redecoration of the DCI's office. The anticipated delivery date is mid-September. []

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f. New Building Planning: A representative of the New Building Project Office, OL, and a GSA engineering team are at the contractor's Detroit facility reviewing the preliminary design package of the new Headquarters building.

At the request of the National Capital Planning Commission Staff, Fairfax County representation on the CIA Traffic Advisory Committee has been requested. The first committee meeting is being organized for 25 August 1983.

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i. Suggestion and Achievement Awards Board: An electrified board promoting the Office of Personnel's Suggestion and Achievement Awards Program was installed in the 1C Corridor of Headquarters Building (near the South Cafeteria) on 5 August. The design was approved by the Fine Arts Commission which is encouraging the DCI Public Affairs Office to modify their board so that it will have a similar florescent header.

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j. Renovations at Headquarters Building: Renovations at Headquarters Building include the issuance of drawings and specifications for a new raised floor area for the OC Signal Center; painting, installation of kitchen cabinets, and electrical wiring for ODP; and final carpentry and wallpapering of six interview rooms for the OS polygraph area.

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3. Significant Events Anticipated During the Coming Week:

None.

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Daniel C. King

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